

## Application Questions

### Question #1

#### **QUESTION #1**

#### **DISADVANTAGED COMMUNITIES (0-10 points)**

##### **A. Location and Access (0 points)**

##### **Map of Project Boundaries: Required**

Provide a scaled map showing the boundaries of the proposed project/program/plan, the geographic boundaries of the disadvantaged community, and disadvantaged community access point(s) and destinations that the project/program/plan is benefitting.

Insert attachment box for the map.

##### **B. Identification of Disadvantaged Community (0 points)**

Select one of the following 4 options. Must provide information for all Census Tract/Block Group/Place # that the project affects. (Drop down Menu) Then only the related data box will show up

☐ **Median Household Income**

☐ **CalEnviroScreen**

☐ **Free or Reduced Priced School Meals-** Applications using this measure must demonstrate how the project benefits the school students in the project area.

☐ **Other**

- The Median Household Income (Table ID B19013) is less than 80% of the statewide median based on the most current Census Tract (ID 140) level data from the 2010-2014 American Community Survey (ACS) (<\$49,191). Communities with a population less than 15,000 may use data at the Census Block Group (ID 150) level. Unincorporated communities may use data at the Census Place (ID 160) level. Data is available at: <http://factfinder.census.gov/faces/nav/jsf/pages/index.xhtml> (Must attach copy of FactFinder ACS page for each census tract listed).

Census Tract/Block Group/Place #	Population	MHI	Percent of project within Census Tract/Block Group/Place #

Median household income by census tract for the community(ies) benefited by the project: \$ \_\_\_\_\_ no change in this calculation

Insert attachment box for the FactFinder page(s)

- An area identified as among the most disadvantaged 25% in the state according to the CalEPA and based on the California Communities Environmental Health Screening Tool 2.0 (CalEnviroScreen 2.0) scores (score must be greater than or equal to 36.62). This list can be found at the following link under SB 535 List of Disadvantaged Communities: <http://www.calepa.ca.gov/EnvJustice/GHGInvest/> (Must attach copy of CalEnviroScreen 2.0 page for each

census tract listed).

Census Tract/Block Group/Place #	Population	CalEnviroScreen Score %	Percent of project within Census Tract/Block Group/Place #

California Communities Environmental Health Screening Tool 2.0 (CalEnviroScreen) score for the community benefited by the project. \$ \_\_\_\_\_ no change in this calculation

Insert attachment box for CalEnviroScreen page(s)

- At least 75% of public school students in the project area are eligible to receive free or reduced-price meals under the National School Lunch Program. Data is available at:

<http://www.cde.ca.gov/ds/sd/sd/filespp.asp> (auto filled from Part A).

Applicants using this measure must demonstrate how the project benefits the school students in the project area. Project must be located within two miles of the school(s) represented by this criteria.

School Name	School Enrollment	% of Students Eligible for FRPM

Percentage of students eligible for the Free or Reduced Price Meals Programs: \_\_\_\_\_

- Other:
  - Projects located within Federally Recognized Tribal Lands (typically within the boundaries of a Reservation or Rancheria). Y/N?
  - If a project applicant believes a project benefits a disadvantaged community but the project does not meet the aforementioned criteria due to a lack of accurate Census data or CalEnviroScreen data that represents a small neighborhood or unincorporated area, the applicant must submit for consideration a quantitative assessment to demonstrate that the community's median household income is at or below 80% of that state median household income.

- Regional definitions of disadvantaged communities as adopted in a Regional Transportation Plan (RTP) by an MPO or RTPA per obligations with Title VI of the Federal Civil Rights Act of 1964, such as "environmental justice communities" or "communities of concern," may be used in lieu of the options identified above. Applicant must provide section of the RTP referenced.

**C. Direct Benefit and Project Location (0- 5 points)**

- Explain how the project/program/plan closes a gap, provides connections to, or addresses a deficiency in an active transportation network or meets an important community need.

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- b. Explain how the disadvantaged community residents will have physical access to the project/program/plan.
  - c. Illustrate how the project was requested or supported by the disadvantaged community residents.
  - d. What percentage of your project falls within a disadvantaged community? \_\_\_\_\_  
Or  
How far is the project from the disadvantaged community? \_\_\_\_\_

**D. Severity (0- 5 points)**

- a. Auto calculated

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**QUESTION #2**

**POTENTIAL FOR INCREASED WALKING AND BICYCLING, ESPECIALLY AMONG STUDENTS, INCLUDING THE IDENTIFICATION OF WALKING AND BICYCLING ROUTES TO AND FROM SCHOOLS, TRANSIT FACILITIES, COMMUNITY CENTERS, EMPLOYMENT CENTERS, AND OTHER DESTINATIONS; AND INCLUDING INCREASING AND IMPROVING CONNECTIVITY AND MOBILITY OF NON-MOTORIZED USERS. (0-35 POINTS)**

Please provide the following information: (This must be completed to be considered for funding for infrastructure projects)

# of users	Pedestrian	Bicycle	Date of counts	Mark here if N/A to project
Current				
Projected (1 year after completion)				

Document the methodologies used to establish the current count data.

**A. Describe the specific active transportation need that the proposed project/plan/program will address. (0-15 points)**

**B. Describe how the proposed project/plan/program will address the active transportation need: (0-15 points)**

1. Close a gap? (y/n) \_\_\_\_ No. of gaps \_\_\_\_ Total length of gap(s) (feet) \_\_\_\_

Gap closure=Construction of a missing segment of an existing facility in order to make that facility continuous.

- Must provide a map of each gap closure identifying gap and connections.
- Describe how the project links or connects, or encourages use of existing routes to transportation-related and community identified destinations where an increase in active transportation modes can be realized, including but not limited to: schools, school facilities, transit facilities, community, social service or medical centers, employment centers, high density or affordable housing, regional, State or national trail system, recreational and visitor destinations or other community identified destinations. Specific destination must be identified.

2. Create a new route? (y/n) \_\_\_\_

New route=Construction of a new facility that did not previously exist for non – motorized users that provides a course or way to get from one place to another

- Must provide a map of the new route location.
- Describe the existing route(s) that currently connect the affected transportation related and community identified destinations and why the route(s) are not adequate.
- Describe how the project links or connects, or encourages use of existing routes to transportation-related and community identified destinations where an increase in active transportation modes can be realized, including but not limited to: schools, school facilities, transit facilities, community, social service or medical centers, employment centers, high density or affordable housing, regional, State or national trail system, recreational and

visitor destinations or other community identified destinations. Specific destination must be identified.

**3. Remove a barrier to mobility (y/n) \_\_\_\_**

**Barrier=An obstacle that impedes the user from safely or directly accessing destinations**

**a. Type of barrier**

- i. RR Tracks \_\_\_\_
- ii. Freeway \_\_\_\_
- iii. Waterway \_\_\_\_
- iv. Safety \_\_\_\_
- v. Other (Explain) \_\_\_\_

**b. Must provide a map identifying the barrier location and improvement.**

**c. Describe the existing negative effects of barrier to be removed and how the project addresses the existing barrier.**

**d. Describe how the project links or connects, or encourages use of existing routes to transportation-related and community identified destinations where an increase in active transportation modes can be realized, including but not limited to: schools, school facilities, transit facilities, community, social service or medical centers, employment centers, high density or affordable housing, regional, State or national trail system, recreational and visitor destinations or other community identified destinations. Specific destination must be identified. A map must be provided.**

**4. Other improvement to routes? (y/n) \_\_\_\_**

**a. Must provide a map of the new improvement location.**

**b. Explain the improvement.**

**c. Describe how the project links or connects, or encourages use of existing routes to transportation-related and community identified destinations where an increase in active transportation modes can be realized, including but not limited to: schools, school facilities, transit facilities, community, social service or medical centers, employment centers, high density or affordable housing, regional, State or national trail system, recreational and visitor destinations or other community identified destinations. Specific destination must be identified. A map must be provided.**

**5. Plan for increasing biking and walking in the community**

**a. Describe how the plan will address links or connections, or encourage the use of existing/new routes to transportation-related and community identified destinations where an increase in active transportation modes can be realized, including but not limited to: schools, school facilities, transit facilities, community, social service or medical centers, employment centers, high density or affordable housing, regional, State or national trail system, recreational and visitor destinations or other community identified destinations.**

**b. Describe how the plan will result in implementable projects and programs in the future.**

**c. A description of steps necessary to implement the plan and the reporting process that will be used to keep the adopting agency and community informed of the progress being made in implementing the plan.**

**6. Encourages and/or educates with the goal of increasing walking or biking in the community? (y/n) \_\_\_\_**

- 
- a. Describe how the program encourages walking or biking to transportation-related and community identified destinations where an increase in active transportation modes can be realized, including but not limited to: schools, school facilities, transit facilities, community, social service or medical centers, employment centers, high density or affordable housing, regional, State or national trail system, recreational and visitor destinations or other community identified destinations.
- A. Referencing the answers to A and B above, describe why the proposed project represents one of the implementing agency's and community's highest unfunded non-motorized active transportation priorities. (5 points max.)

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## **Part B: Narrative Questions**

### **Detailed Instructions for: Question #3**

**QUESTION #3**

**POTENTIAL FOR REDUCING THE NUMBER AND/OR RATE OR THE RISK OF PEDESTRIAN AND BICYCLIST FATALITIES AND INJURIES, INCLUDING THE IDENTIFICATION OF SAFETY HAZARDS FOR PEDESTRIANS AND BICYCLISTS. (0-25 POINTS)**

- A. Describe the plan/program influence area (area in which the project will mitigate identified safety issues) or project location's history of pedestrian and bicycle collisions resulting in fatalities and injuries to non-motorized users that the project directly mitigates and the source(s) of data used (e.g. collision reports, community observation, surveys, audits). (10 points max.)**

- a. The following reported crashes must have all occurred within the project's influence area from the most recent 5 years of available data (only crashes that the project has a chance to mitigate):

<i># of Crashes</i>	<i>Pedestrian</i>	<i>Bicycle</i>	<i>Total</i>
<i>Fatalities</i>			
<i>Injuries</i>			
<i>Total</i>			

- b. Applicant can provide bicycle and pedestrian (only) crash rates in addition to the information required above.

- c. Discuss specific accident data and attach a scaled-map which shows that all documented bicycle and pedestrian collisions/incidents (only) are within the area of influence of the proposed plan, program, or project safety improvements. This data and map should demonstrate how the data illustrates a non-motorized (not vehicular) safety issue.

Attach document here:

- d. Attach a SWITRS or equivalent (i.e. UC Berkeley's TIMS tool) listing of all bicycle and pedestrian crashes (only) shown in the map above and in this application.

Attach document here:

\*Applications that do not have the crash data above OR that prefer to provide additional crash data and/or safety data in a different format can provide this data below. Applicants may describe qualitative safety barriers that deter people from walking/biking if their community lacks quantitative safety data and how the project would address the community's safety concerns. The corresponding methodology used must also be included.

**B. Safety Countermeasures (15 points max.)**

**Describe how the project/program/plan will remedy (one or more) potential safety hazards that contribute to pedestrian and/or bicyclist injuries or fatalities (only); Countermeasures must directly address the underlying factors that are contributing to the occurrence of pedestrian and/or bicyclist collisions.**

- **Reduces speed or volume of motor vehicles in the proximity of non-motorized users. (y/n) \_\_\_\_**
  - Current speed and/or volume
  - Anticipated speed and/or volume after project completion
- **Improves sight distance and visibility between motorized and non-motorized users. (y/n) \_\_\_\_**
  - Current sight distance and/or visibility issue
  - Anticipated sight distance and/or visibility issue resolution
- **Eliminates potential conflict points between motorized and non-motorized users, including creating physical separation between motorized and non-motorized users. (y/n) \_\_\_\_**
  - Current conflict point description
  - Improvement that addresses conflict point
- **Improves compliance with local traffic laws for both motorized and non-motorized users. (y/n) \_\_\_\_**
  - Which laws
    - Speeding
    - J-walking
    - Wrong way travel of non-motorized user
    - Failure to yield
  - How will the project improve compliance
- **Addresses inadequate vehicular traffic control devices. (y/n) \_\_\_\_**
  - List traffic controls that are inadequate
  - How are they inadequate
  - How does the project address the inadequacies
- **Addresses inadequate or unsafe bicycle facilities, trails, crosswalks and/or sidewalks. (y/n) \_\_\_\_**
  - List bicycle facilities, trails, crosswalks and/or sidewalks that are inadequate
  - How are they inadequate
  - How does the project address the inadequacies
- **Eliminates or reduces behaviors that lead to collisions involving non-motorized users. (y/n) \_\_\_\_**
  - List of behaviors
  - How the project will eliminate or reduce these behaviors

Attach a map to show how these hazards relate to the crashes documented in sub-questions "A". The map from sub-question "A" can be used or a new map can be created.

For plans, describe how the plan will identify and plan to address hazards identified in the plan area, including the potential for mitigating safety hazards as a prioritization criterion, and/or including countermeasures that address safety hazards.

For non-infrastructure projects, describe how the program educates bicyclists, pedestrians, and/or drivers about safety hazards for pedestrians and bicyclists. Describe how the program encourages this safe behavior. If available, include documentation of effectiveness of similar programs in encouraging safe behavior.

Include, if applicable, a map identifying safety hazards and/or photos of safety hazards.

Programs should address safety hazards that have been identified through police reports, collision history, field observations, and/or other verifiable source.



## **Part B: Narrative Questions**

### **Detailed Instructions for: Question #4**

**QUESTION #4****PUBLIC PARTICIPATION and PLANNING (0-10 POINTS)**

Describe the community based public participation process that culminated in the project/program proposal or will be utilized as part of the development of a plan.

- A. What is/was the process of defining future policies, goals, investments and designs to prepare for future needs of users of this project? How did the applicant analyze the wide range of alternatives and impacts on the transportation system to influence beneficial outcomes? (3 points max)

- B. Who: Describe who was/will be engaged in the identification and development of this project/program/plan (for plans: who will be engaged) and how they were/will be engaged. Describe and provide documentation of the type, extent, and duration of outreach and engagement conducted to relevant stakeholders. (3 points max)

- C. What: Describe the feedback received during the stakeholder engagement process and describe how the public participation and planning process has improved the project's overall effectiveness at meeting the purpose and goals of the ATP. (3 points max)

- D. Describe how stakeholders will continue to be engaged in the implementation of the project/program/plan. (1 points max)

**Part B: Narrative Questions****Detailed Instructions for: Question #5****QUESTION #5****IMPROVED PUBLIC HEALTH (0-10 points)**

- **NOTE:** Applicants applying for the disadvantaged community set aside must respond to the below questions with health data specific to the disadvantaged communities. All applicants must cite information specific to project location and targeted users. Failure to do so will result in lost points.
  - A.** Describe the health status of the targeted users of the project/program/plan. Describe how you considered health benefits when developing this project or program (for plans: how will you consider health throughout the plan). (5 points max)

- B.** Describe how you expect your project/proposal/plan to promote healthy communities and provide outreach to the targeted users. (5 points max.)

**Part B: Narrative Questions****Detailed Instructions for: Question #6****QUESTION #6****COST EFFECTIVENESS (0-5 POINTS)**

A project's cost effectiveness is considered to be the relative costs of the project in comparison to the project's benefits as defined by the purpose and goals of the ATP. This includes the consideration of the safety and mobility benefit in relation to both the total project cost and the funds provided.

Explain why the project is considered to have the highest Benefit to Cost Ratio (B/C) with respect to the ATP purpose and goals of "increased use of active modes of transportation". (5 points max.)

## **Part B: Narrative Questions**

### **Detailed Instructions for: Question #7**

**QUESTION #7****LEVERAGING OF NON-ATP FUNDS (0-5 POINTS)****A. The application funding plan will show all federal, state and local funding for the project: (5 points max.)**

Based on the project funding information provided earlier in the application, the following Leveraging and Matching amounts are designated for this project. If these numbers do not match the applicant's expectations, the numbers shown earlier need to be revised.

**PA&ED Phase Project Delivery Costs:**

Leveraging Funding: \$0.00

Match Funding: \$0.00

Designate the Funding Type: Designate the Funding Type: **PS&E Phase Project Delivery Costs:**

Leveraging Funding: \$0.00

Match Funding: \$0.00

Designate the Funding Type: Designate the Funding Type: **Right of Way Phase Project Delivery Costs:**

Leveraging Funding: \$0.00

Match Funding: \$0.00

Designate the Funding Type: Designate the Funding Type: **Construction Phase Project Delivery Costs:**

Leveraging Funding: \$0.00

Match Funding: \$0.00

Designate the Funding Type: Designate the Funding Type: **NON-INFRASTRUCTURE (NI) AND "PLAN" PROJECTS:**

Leveraging Funding: \$0.00

Match Funding: \$0.00

Designate the Funding Type: Designate the Funding Type: **OVERALL TOTALS FOR PROJECT/APPLICATION:**

Total Project Costs: \$0.00

Leveraging Funding: \$0.00

Match Funding: \$0.00

% of Total Project Cost: % of Total Project Cost: 

\* Non-ATP funding can only be considered "Leveraging" funding if it goes toward ATP eligible costs.

\*\* The portion of the Leveraging funding that can be used as the local match if Federal ATP funding is programmed.

**Total Points received for "leveraging funding":**

**Optional:** If desired, clarifications can be added to explain the leveraging funding and its intended use on the ATP project.

(Max of 200 Words)

Words Remaining:

**Leveraging Funds**

Non-matching funds - funds already expended by the applicant or funds programmed for use on elements within the requested ATP project.

Matching Funds - non-federal funds not yet expended, provided by the applicant after award of an ATP project within in a specific project phase.

## **Part B: Narrative Questions**

### **Detailed Instructions for: Question #8**

**QUESTION #8** See the previously submitted e-mail

**USE OF CALIFORNIA CONSERVATION CORPS (CCC), A CERTIFIED COMMUNITY CONSERVATION CORPS OR TRIBAL CORPS (0 or -5 points)**

\*Tribes coordinating with a Tribal corps, do not have to coordinate with the CCC or certified community conservation corps.

- ☐ Applicant has not coordinated with both corps (-5 points)
- ☐ Applicant has not coordinated with Tribal corps (if applicable) (-5 points)

Step 1: Is this an application requesting funds for a Plan (Bike, Pedestrian, SRTS, or ATP Plan)?

- ☐ Yes (If this application is for a Plan, there is no need to submit information to the corps and there will be no penalty to applicant: 0 points)
- ☐ No (If this application is NOT for a Plan, proceed to Step #2)

Step 2: The applicant must submit the following information via email concurrently to **both** the CCC **AND** certified community conservation corps or Tribal corps (if applicable) prior to application submittal to Caltrans. The CCC and certified community conservation corps will respond within five (5) business days from receipt of the information.

- Project Title
- Project Description
- Detailed Estimate
- Project Schedule
- Project Map
- Preliminary Plan

California Conservation Corps representative:

Name: Wei Hsieh

Email: [atp@ccc.ca.gov](mailto:atp@ccc.ca.gov)

Phone: (916) 341-3154

Community Conservation Corps representative:

Name: Danielle Lynch

Email: [inquiry@atpcommunitycorps.org](mailto:inquiry@atpcommunitycorps.org)

Phone: (916) 426-9170

The applicant must also attach any email correspondence from the CCC and certified community conservation corps or Tribal corps (if applicable) to the application verifying communication/participation. Failure to attach both of their email responses will result in a loss of 5 points.

Attach email response and any attachment from CCC:

Attach document here:

Attach email response and any attachment from certified community conservation corps:

Attach here:

Step 3: The applicant has coordinated with Wei Hsieh with the CCC **AND** Danielle Lynch with the certified community conservation corps and determined the following (check appropriate box):

- ☐ Applicant intends to utilize the CCC or a certified community conservation corps or Tribal corps (if applicable) on the following items listed below (0 points).

- ☐ No corps can participate in the project (0 points)

- ☐ By the time the application was submitted, the applicant had not received a response from any corps. Please indicate all that apply (0 points)
- ☐ Applicant has contacted a corps but intends not to use a corps on a project in which a corps has indicated it can participate (-5 points)

## **Part B: Narrative Questions**

### **Detailed Instructions for: Question #9**

#### **QUESTION #9**

**APPLICANT'S PERFORMANCE ON PAST ATP FUNDED PROJECTS. (0 to -5 points)**

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## **Part C: Application Attachments**

***Applicants must ensure all data in this part of the application is fully consistent with the other parts of the application. See the Application Instructions and Guidance document for more information and requirements related to Part C.***

### **List of Application Attachments**

The following attachment names and order must be maintained for all applications. Depending on the Project Type (I, NI or Plans) some attachments will be intentionally left blank. All non-blank attachments must be identified in hard-copy applications using “tabs” with appropriate letter designations

<b>Application Signature Page</b> Required for all applications	<b>Attachment A</b>
<b>ATP - PROJECT PROGRAMMING REQUEST (ATP-PPR)</b> Required for all applications	<b>Attachment B</b>
<b>Engineer’s Checklist</b> Required for Infrastructure Projects	<b>Attachment C</b>
<b>Project Location Map</b> Required for all applications	<b>Attachment D</b>
<b>Project Map/Plans showing existing and proposed conditions</b> Required for Infrastructure Projects (optional for ‘Non-Infrastructure’ and ‘Plan’ Projects)	<b>Attachment E</b>
<b>Photos of Existing Conditions</b> Required for all applications	<b>Attachment F</b>
<b>Project Estimate</b> Required for Infrastructure Projects	<b>Attachment G</b>
<b>Non-Infrastructure Work Plan (Form 22-R)</b> Required for all Plan projects and projects with Non-Infrastructure Elements	<b>Attachment H</b>
<b>Narrative Questions backup information</b> Required for all applications Label attachments separately with “H-#” based on the # of the Narrative Question	<b>Attachment I</b>
<b>Letters of Support</b> Required or Recommended for all projects (as designated in the instructions)	<b>Attachment J</b>
<b>Additional Attachments</b> Additional attachments may be included. They should be organized in a way that allows application reviews easy identification and review of the information.	<b>Attachment K</b>